

**Title IV-D Child Support Enforcement Presentation
County Auditors Spring State Called Conference
Thursday, May 26, 2011**

I. Demystifying DCS Title IV-D Related Remittance Notices

Please see separate handout for detailed descriptions of the four major categories of Incentive, ARRA, 100% Allocation Money, and Regular FFP Reimbursement

II. Incentive Balances Monitoring

A. SEA 465 contains the language authorizing a separate “Title IV-D Incentive Fund,” which takes the place of the former “county general” language. See end of document for full text of change.

B. Six Accounts for Incentive-related Funds are:

- Prosecutor IV-D Incentive Fund
- Clerk IV-D Incentive Fund
- Title IV-D Incentive Fund (previously the “county general” fund)
- Prosecutor IV-D ARRA Fund
- Clerk IV-D ARRA Fund
- Title IV-D ARRA Fund (previously the “county general” ARRA fund).

C. 12-31-2010 Cutover Balances

Documents stating balance or requesting extension were due April 1

If extension requested, Cutover Balance document due *no later than* August 31

D. Confirmation of account establishment

- CSB is requesting separate confirmation that accounts have been established, even if Cutover Balance document has been filed
- Some counties were waiting for language in SEA465 to pass, or had calculated their cutover balances, but not established all of the accounts yet
- 63 confirmations received as of May 25
- If you have not confirmed, please email Cynthia.longest@dcs.in.gov and state that you have set up the required six accounts to accept incentive funds, with a copy to DCSAOInquiries@dcs.in.gov

E. Timeframe for Incentives to be received

- FFY2009 “Lump Sum” monies being processed now, once confirmations received
- FFY2010 “prospective” quarterly incentive processing will begin in June
- These monies must go into the Prosecutor IV-D Incentive Fund, Clerk IV-D Incentive Fund, and Title IV-D Incentive Fund (*not* the ARRA funds)

F. Quarterly Reporting of Incentive Balances

- Form is not finalized yet
- Anticipated that reporting will begin with the quarter ending June 30, so report will be due in early July

III. Cooperative Agreements/Budget Addenda

In order for DCS to pay monthly FFP reimbursements or to process incentive money, a fully executed Cooperative Agreement and Budget Addenda must be on file with the Prosecutors and Clerks. A deadline has been set for receipt of these documents. Approximately ten days after the deadline, DCS will send a “Failure to Comply Notice” to the Clerk or Prosecutor. If the required documents are still not received, DCS will send a “Notice of Ineligibility” document to the Clerk or Prosecutor, *with a copy to the county Auditor*. At the point the “Notice of Ineligibility” is sent, DCS will not accept any claims or process any incentive funds until the missing documents are received.

IV. Resources/Training

- A. DCS Child Support Bureau has a “Child Support Resources” intranet site known as the “CSR”
- B. A portion of the site is devoted to information regarding claims and incentives, forms, the “Claims Guide”, etc. It is currently being upgraded with more information.
- C. This portion is now available for Auditors and IV-D Courts (in addition to the Prosecutors and Clerks).
- D. See below for instructions to request access
- E. DVDs of the Claims Training session are available. A DVD request form will be on the CSR.
- F. DCS will be working with AIC on other training alternatives.

SEA 465 Legislative Change

SECTION 20. IC 31-25-4-23, AS AMENDED BY P.L.1-2007, SECTION 198, IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 2011]:

Sec. 23. (a) Subject to subsection (d), the Title IV-D agency shall provide incentive payments to counties for enforcing and collecting the support rights that have been assigned to the state. The incentive payments shall be made by the Title IV-D agency directly to the county and deposited in the county treasury for distribution on a quarterly basis and in the following manner:

(1) Twenty-two and two-tenths percent (22.2%) of the incentive payments shall be distributed to ~~the county general fund.~~ **the Title IV-D incentive fund established in accordance with section 23.5 of this chapter by each county that receives payments under this subdivision.**

(2) Thirty-three and four-tenths percent (33.4%) of the incentive payments shall be distributed to the operating budget of the prosecuting attorney.

(3) Twenty-two and two-tenths percent (22.2%) of the incentive payments shall be distributed to the operating budget of the circuit court clerk.

(b) Notwithstanding IC 36-2-5-2(b), distribution from the county treasury under subsection (a) shall be made without the necessity of first obtaining an appropriation from the county fiscal body.

(c) The amount that a county receives and the terms under which the incentive payment is paid must be in accordance with relevant federal statutes and the federal regulations promulgated under the statutes. However, amounts received as incentive payments may not, without the approval of the county fiscal body, be used to increase or supplement the salary of an elected official. The amounts received as incentive payments must be used to supplement, rather than take the place of, other funds used for Title IV-D program activities.

(d) The Title IV-D agency shall retain twenty-two and two-tenths percent (22.2%) of the incentive payments described in subsection (a).

SECTION 21. IC 31-25-4-23.5 IS ADDED TO THE INDIANA CODE AS A NEW SECTION TO READ AS FOLLOWS [EFFECTIVE JULY 1, 2011]:

Sec. 23.5. (a) Each county that receives payments under section 23(a)(1) of this chapter shall establish a Title IV-D incentive fund.

(b) The incentive payments under section 23(a)(1) of this chapter shall be paid into the fund.

(c) Money in the fund may be used only for child support enforcement purposes.

(d) Money in the fund does not revert to any other fund.

Instructions for Requesting Access to CSR Portal

The Indiana Office of Technology (IOT) requires certain identifying information in order to grant access to the State's intranet sites. In order for CSB to give access to the CSR so that you may have easy access to the Administrative Claims Guide, training materials, and updates, please email the following information to Eric Durnil, the Child Support Project Manager over the Administrative Claims Project, at Eric.Durnil@dcs.IN.gov:

- Name
- Title
- Your Office Street Address
- City and ZIP
- County
- Phone Number
- Driver's License State and Number (IOT requires this data to create a PeopleSoft ID which is the system that will allow an ID to be created to access the CSR) of the person that is going to be accessing the CSR